NATIONAL MINORITY TV, INC. Portland, Oregon FCC Form 314 Exhibit IV

EQUAL EMPLOYMENT OPPORTUNITY PROGRAM

I. General Policy

It is our policy to provide equal employment opportunity to all qualified individuals without regard to their race, color, religion, national origin or sex in all personnel actions including recruitment, evaluation, selection, promotion, compensation, training and termination.

It is also our policy to promote the realization of equal employment opportunity through a positive, continuing program of specific practices designed to ensure the full realization of equal employment opportunity without regard to race, color, religion, national origin or sex.

To make this policy effective, and to ensure conformance with the Rules and Regulations of the Federal Communications Commission, we have developed an Equal Employment Opportunity Program which includes the following elements:

II. Responsibility for Implementation

The Station General Manager will be responsible for the administration and implementation of our Equal Employment Opportunity Program. It will also be the responsibility of all persons making employment decisions with respect to recruitment, evaluation, selection, promotion, compensation, training, and termination of employees to ensure that our policy and program are adhered to and that no person is discriminated against in employment because of race, color, religion, national origin, or sex.

III. Policy Dissemination

To assure that all members of the staff are cognizant of our Equal Employment Opportunity policy and their individual responsibilities in carrying out this policy, the following communication efforts will be made:

(1) The station's employment application form will contain a notice informing prospective employees that discrimination because of race, color, religion, national origin, or sex is prohibited

74

and that they may notify the appropriate local, state, or federal agency if they believe they have been the victims of discrimination;

(2) Appropriate notices will be posted informing applicants and employees that the station is an Equal Employment Employer and of their right to notify an appropriate local, state, or federal agency if they believe they have been the victim of discrimination.

IV. Recruitment

To ensure nondiscrimination in relation to minorities and women, and to foster their full consideration in filling job vacancies, we will utilize the following recruitment procedures:

- (1) We will deal only with employment services, including state employment agencies, which refer job candidates without regard to their race, color, religion, national origin, or sex,
- (2) If we recruit prospective employees from educational institutions such recruitment efforts will include area schools and colleges with significant minority and female enrollments.
- (3) When utilizing media for recruitment purposes, help wanted advertisements will always include a notice that we are an Equal Opportunity Employer and contain no indication, either explicit or implied, of a preference for one race, color, religion, national origin, or sex over another.
- (4) We will encourage employees to refer qualified candidates for existing and future job openings without regard to their race, color, religion, national origin, or sex.

V. TRAINING

Station resources and/or needs are such that we are unable to plan at this time to institute specific programs for upgrading the skills of employees.

If we provide on-the-job training to upgrade the skill of employees, such training will be made available on the basis of station needs and candidate aptitude without regard to race, color, religion, national original origin, or sex.

•

Should we provide assistance to students, schools, or colleges, programs will be designed to enable all persons to compete in the broadcast employment market on an equitable basis.

SPECIAL MEETING OF NATIONAL MINORITY TV, INC.

A special meeting of the Board of directors of National Minority TV, Inc. occurred on May 8, 1992 at Newport Beach, California. The meeting was attended by Phil Aguilar, Jane Duff and Paul Crouch. Rev. E. V. Hill was unable to attend the meeting as he was involved in ministering to needs arising out of the civil unrest in Los Angeles.

Paul Crouch and Phil Aguilar gave a report on their meeting with Rev. Hill, President George Bush and community leaders on May 7, 1992 at Rev. Hill's church.

Jane Duff provided an update on the corporation's request for a declaratory ruling before the Federal Communications Commission. On April 1, 1992, the Federal Communications Commission requested the production of numerous corporate documents, including bylaws, articles, minutes, financial records and other documents. The items requested have been delivered to the corporation's communications counsel, Colby May, and he will deliver same to the Federal Communications Commission staff within a few days. Mrs. Duff will inform the board of the status of this matter as it progresses.

The board discussed the fact that under the direction of Portland station manager, Jim McClellan, the corporation is producing the television program "Joy In The Morning" at the Oregon station. The program will be paid for by Trinity Broadcasting Network and will be broadcast over Trinity 's affiliated stations.

Mrs. Duff reported that Mr. McClellan has requested permission to hire a part-time production assistant to provide assistance during the production of local programs in Portland. This request was approved by a unanimous vote.

Mr. Aguilar stated that he was scheduled to visit the Portland area within a few days and that he would spend some time at the station to review its operations. Mr. Aguilar also agreed to introduce the station's manager to Portland leaders that Mr. Aguilar is acquainted with.

The meeting then adjourned.

Jane Duff, Secretary

I hereby consent to the meeting described in these minutes and agree with the actions of the directors.

Rev. E. V. Hill